



Catechetics LLC
123 N Cedar St
Williamston, MI 48895
(517) 655-4609

Website Design Services Basic Information

Dear Prospective Client,

Our small Catholic, family owned website design business has been 10 years in the making. That is when I designed my first website, a little pet protect hosted on a free Yahoo service with lots of those wonderful flashing advertisements. Since then designing websites became a hobby as I slowly learned more and more about website design and began taking some college classes for web design as well. Friends and family began asking me to make websites for them, and our website design service was born. Today we make websites for parishes, schools, businesses, non-profit groups, and individuals at costs that are typically dramatically lower than other Catholic and non-Catholic design groups. The proceeds from these websites keep our business alive, support our growing family, and help us fund a grant program that gets Catholic materials in the hands of non-Catholics who want to learn more about the faith.

If you are interested in a website through our service we would be happy to work with you. The following are the normal steps taken to designing and launching a new website:

- Step 1 Our client fills out our “New Website Survey” to make sure that we match our client’s needs to the right products and services.
- Step 2 We offer a comprehensive list of packages and options for the client to review and choose from.
- Step 3 We ask the client to gather all of the material and content for their website while we begin the design.
- Step 4 We ask the client to look at the “draft 1” design of their new website and make suggestions for changes.
- Step 5 The client submits the materials they want on their website and we add them to the website.
- Step 6 We submit the first “beta” version of the clients website to them on a special section of our server so they can see what it looks like live on the Internet. The client then recommends any additional changes.
- Step 7 We work with the client to secure hosting and domain names if necessary and begin to work with a contact person to teach our client how their new website works and how to make changes. At the completion of the website we will mail a comprehensive set of instructions for the new website.
- Step 8 Once the final website is approved we will send a digital copy of all of the code, images, and pages that we have built to the client so it can be easily uploaded to the server. We will help with the process of making the website live, or even do this for the client.
- Step 9 Once the website is live and the client is happy with how it functions, we will send an invoice.
- Step 10 If a client is unhappy with their website within a 30 day period we can make changes or refund the cost of the website. If a refund takes place we retain all rights to all portions of the website and the website cannot be used by the client.

I encourage you to email us today to get started. Consultations are always free, and even if you do not choose to use our services the consultation can still be helpful in exploring exactly what your need are for an online presence and what to expect for costs and fees from ours and other companies.

May our Lord richly bless you!

In His Service,

Adam Janke
Owner, Catechetics LLC